

# MEMORANDUM

Town of Mansfield  
Town Manager's Office  
4 So. Eagleville Rd., Mansfield, CT 06268  
860-429-3336



To: Mary Stanton, Town Clerk

From: Maria Capriola, Assistant to Town Manager  
*on behalf of the Personnel Committee*

Date: December 6, 2011

Re: 2012 Personnel Committee Meeting Schedule

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At the December 5, 2011 meeting of the Personnel Committee, all members present voted to endorse the following regular meeting schedule for 2012. The Committee plans to meet the third Tuesday of January and February and the third Monday of every month for the months of March through December. Any changes to the meeting schedule will be properly noticed.

**TOWN OF MANSFIELD  
Personnel Committee  
Meeting Schedule for 2012**

<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Location</u></b>
January 17, 2012	6:00 p.m.	Conference Room C, Audrey P. Beck Municipal Building
February 21, 2012	6:00 p.m.	Conference Room C, Audrey P. Beck Municipal Building
March 19, 2012	6:00 p.m.	Conference Room B, Audrey P. Beck Municipal Building
April 16, 2012	6:00 p.m.	Conference Room B, Audrey P. Beck Municipal Building
May 21, 2012	6:00 p.m.	Conference Room B, Audrey P. Beck Municipal Building
June 18, 2012	6:00 p.m.	Conference Room B, Audrey P. Beck Municipal Building
July 16, 2012	6:00 p.m.	Conference Room B, Audrey P. Beck Municipal Building
August 20, 2012	6:00 p.m.	Conference Room B, Audrey P. Beck Municipal Building
September 17, 2012	6:00 p.m.	Conference Room B, Audrey P. Beck Municipal Building
October 15, 2012	6:00 p.m.	Conference Room B, Audrey P. Beck Municipal Building
November 19, 2012	6:00 p.m.	Conference Room B, Audrey P. Beck Municipal Building
December 17, 2012	6:00 p.m.	Conference Room B, Audrey P. Beck Municipal Building